Your first week with CourseCadence

Go from a new account to a planned week in four steps.

This page puts the essentials on one page: create your account, add your courses, check what your syllabi left unclear, and plan study time for next week. Each step links to its full guide. It takes about 15 minutes with your syllabi at hand.

Watch the video for this guide at docs.coursecadence.app/your-first-week.

Before you begin

- Have a syllabus for each course: a PDF, a Word file, a text file, or a photo.

Create your account

1. Go to coursecadence.app, then next to **Don't have an account?**, click **Sign up**.
2. Enter your name and **Email**, enter the email again in **Confirm email**, and click **Create account with email link**.
3. Open the email from CourseCadence on the same device, and click the link in it.
4. On the **Keep your semester on course** page, click **Decide later — start 1-month free trial**, then click **Continue setup**.

Your dashboard opens. Full guide: **Create your account and get started**.

Add your courses

1. On the **Add your first course** card, click **Upload syllabus**, or drag the file onto the card.
2. If **A few questions about your course** opens, answer them, then click **Add course**.
3. Repeat for each course. After your first course, start from **Courses** > **Upload syllabus**.

Each course appears on your calendar with its classes and graded items. No syllabus? **Add a course by hand**. Full guide: **Add a course from your syllabus**.

Check your follow-ups

1. In the top menu, click **Follow-ups**.
2. Click each follow-up and resolve it:
   - **Confirm**: check the date, then click **Yes, that's right** or change it.
   - **Needs a date**: click **Choose a date**, pick the day, then click **Add to calendar**.
   - **Missing detail**: fill in the detail, such as your class times, and save it.

When nothing is left, the page shows **All caught up**. Full guide: **Resolve your follow-ups**.

Plan next week

1. In the top menu, click **Calendar**.
2. Click **Plan next week**.
3. Check the **Proposed study sessions**, then click **Add number sessions**.

The sessions appear on your calendar in **Week** view. Do this again each week. Full guide: **Plan study sessions**.

> **Note:** To use the app in Spanish, click the person icon in the top-right corner, click **Profile settings**, then under **Language**, select **Spanish**. See Manage your profile and reminders.

See also

- Use the calendar
- Review and edit a course
- Connect Google Calendar